Configuration & Administration

- Permission sets
- DEXPRO Core
- SQUEEZE Setup
- Document Classes Setup
- Vendor Related Setup
- Account Assignment Setup
- Field Mapping
- Custom Field Mapping
- User specific setup
- Squeeze Master Data Tables
- SQUEEZE
- Role Center Activities

Permission sets

In order to use the modules, the appropriate authorization set must be assigned to the respective users.

The following are supplied with:

- DXP Core Admin - DEXPRO Core Administrator
- DXP Core User - DEXPRO Core User
- DXP SQUEEZE Admin - DEXPRO SQUEEZE Administrator
- DXP SQUEEZE User - DEXPRO SQUEEZE User

DXP CORE ADMIN	DEXPRO Core Admin	System	DEXPRO Core
DXP CORE USER	DEXPRO Core User	System	DEXPRO Core
DXP SQUEEZE ADMIN	DEXPRO SQUEEZE Admin	System	DEXPRO SQUEEZE
DXP SQUEEZE USER	DEXPRO SQUEEZE User	System	DEXPRO SQUEEZE

DEXPRO Core

The DEXPRO Core manages the individual DEXPRO apps and their documents per client.

All documents that have been entered and processed via the various DEXPRO modules in Microsoft Dynamics 365 Business Central are displayed. A global number series, which is used across all DEXPRO apps, is used to track individual documents. This offers the advantage that users only have to work with one number series per document.

Further information can be found here.

SQUEEZE Setup

In the SQUEEZE setup, both the connection to the SQUEEZE system and the processing within the app are set up.

Menu

Home

Setup Wizard

This is used to start the setup wizard. This guides the user step by step through all menu items.

Get API key

This function is used to set the API key for the configured API name from the connected SQUEEZE system.

Create jobs

The automated retrieval and processing of documents from SQUEEZE requires the setup of a background job. This can be done in via this function.

Copy setup

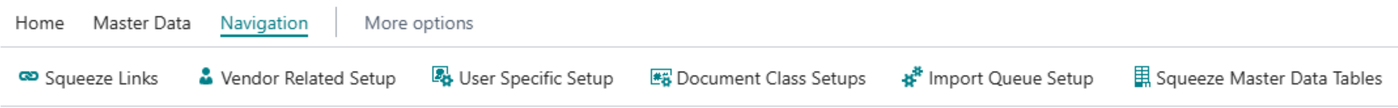
This copies the setup to other clients.

Master data

Initially Upload master data

Via the function "Upload master data for the first time" all accounts payable and accounts payable bank accounts are transferred to SQUEEZE for the first time.

Navigation



SQUEEZE links

Using the SQUEEZE links menu item, you can see which vendor/vendor bank account has which ID on the squeeze page.

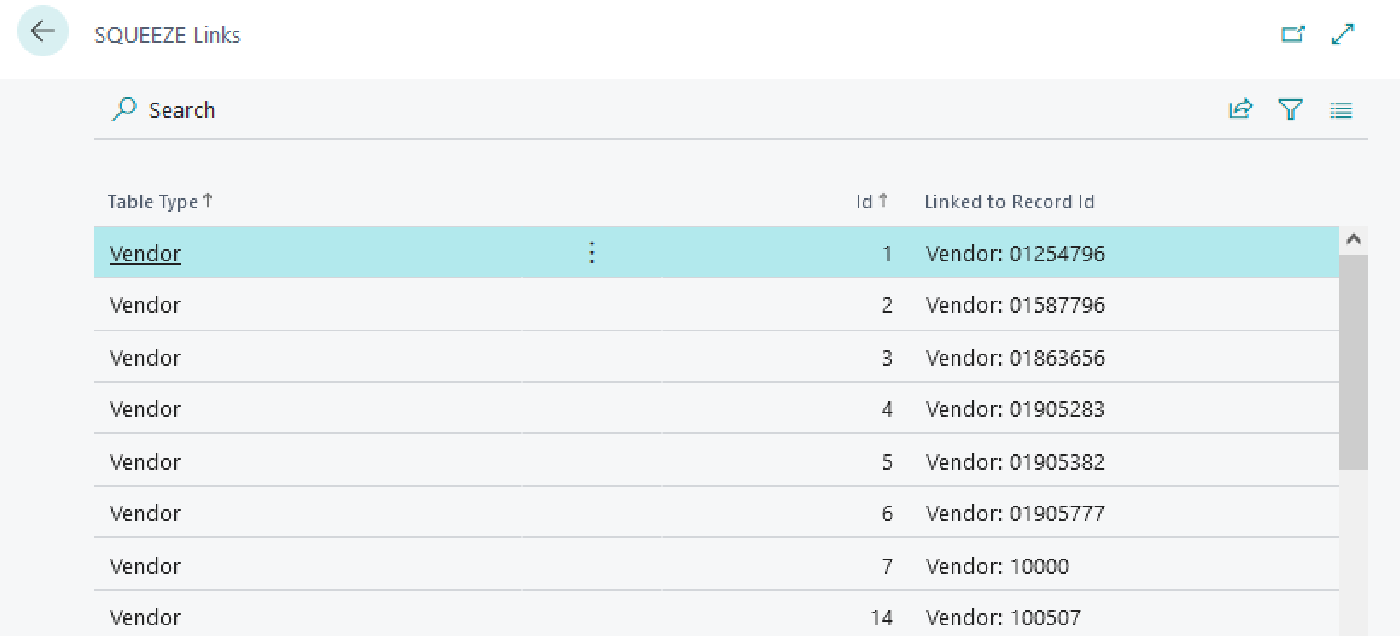

SQUEEZE Links

Table Type	Id	Linked to Record Id
Vendor	1	Vendor: 01254796
Vendor	2	Vendor: 01587796
Vendor	3	Vendor: 01863656
Vendor	4	Vendor: 01905283
Vendor	5	Vendor: 01905382
Vendor	6	Vendor: 01905777
Vendor	7	Vendor: 10000
Vendor	14	Vendor: 100507

User specific setup

This menu item is used to access the user-specific setup. In this, different rules can be stored for each user.

Import queue entries

This menu displays a list of SQUEEZE vouchers that are ready to be imported into the SQUEEZE for BC app. By changing the system filter it is also possible to view already imported vouchers.

Vendor related setup

Via this menu item you reach the vendor-related setup. In this, deviating rules can be deposited per creditor.

Document classes setup

Via this menu item you reach the setup for the SQUEEZE document classes.

Squeeze Master Data Tables

Opens up an overview over all squeeze master data tables which were synchonisized.

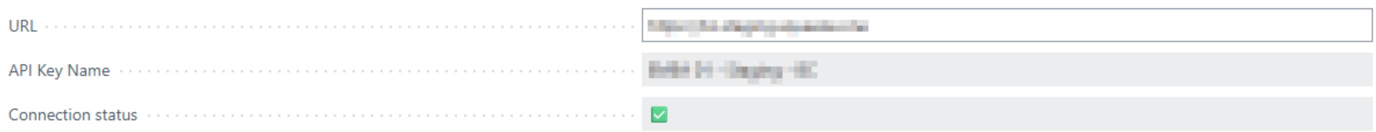
Fasttabs

General

In this Fasttab you can activate/deactivate the use of this app. Additionally you can see the version of the connected SQUEEZE system.

API

In this Fasttab the URL of the SQUEEZE system is specified. Furthermore, an API name is set and the corresponding API key is entered via the "Get API key" function.



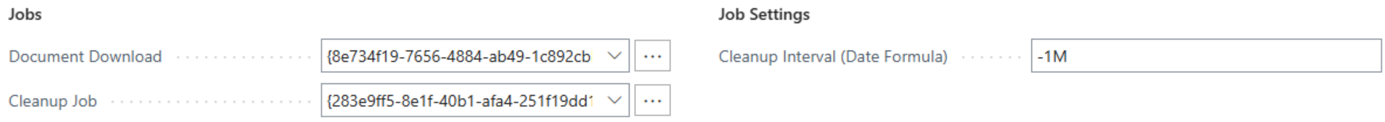
No. Series

The number series for the SQUEEZE covers is indicated here.

Background jobs

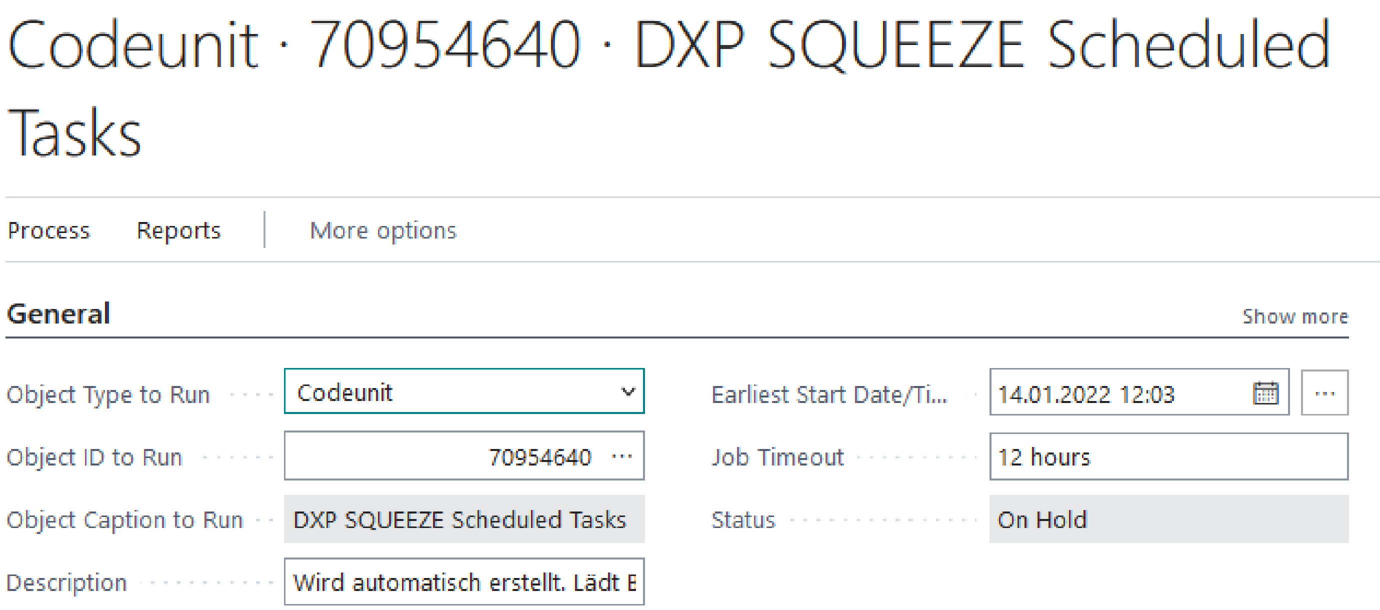
The automated retrieval and processing of documents from SQUEEZE requires the setup of a background job. For this, the code unit 70954640 "DXP SQUEEZE Scheduled Tasks" is entered in the task queue item.

This background job is created automatically after the setup wizard is completed.



Job queue entries

Codeunit 70954640 "DXP SQUEEZE Scheduled" is entered as an item in the job queue entries.



Security

This FastTab contains security-related settings:

- **Use Document Token**: When enabled, a per-document access token is used instead of the API key in viewer URLs. The token is valid for 30 minutes and is automatically refreshed. This increases security because the API key is not transmitted in browser URLs.

Viewer

This FastTab contains settings for the SQUEEZE Viewer:

- **Viewer in Target Document**: When enabled, the SQUEEZE Viewer is displayed as a FactBox in the resulting target documents, e.g. in Purchase Invoices and Purchase Orders. This allows users to view the originally scanned document at any time after validation without having to navigate back to the SQUEEZE document.

Job Settings

In addition to the background jobs themselves, the following value can be configured in the job settings:

- **Cleanup Interval (Date Formula)**: Defines how old the documents marked for deletion must be before they are cleaned up. Example: `-1M` means documents must be at least one month old.

Document Classes Setup

In the SQUEEZE document class setup, the mapping between the respective document class and your export interface is done. Furthermore, the field mapping of each document class is downloaded here, creating a set of standard fields and their usage in Microsoft Dynamics 365 Business Central.

The document class setup is cross-app and is managed via the DEXPRO Core.

Home

Download field mapping

This downloads the field structure of the SQUEEZE document class. These are needed for the metadata mapping.

Navigation

Field Mapping

You can access the field mapping via this menu item. This defines which fields from the squeeze endpoint are transferred to the defined fields in Microsoft Dynamics 365 Business Central. The standard field mapping cannot be edited. Different mappings can be realized via the custom field mapping.

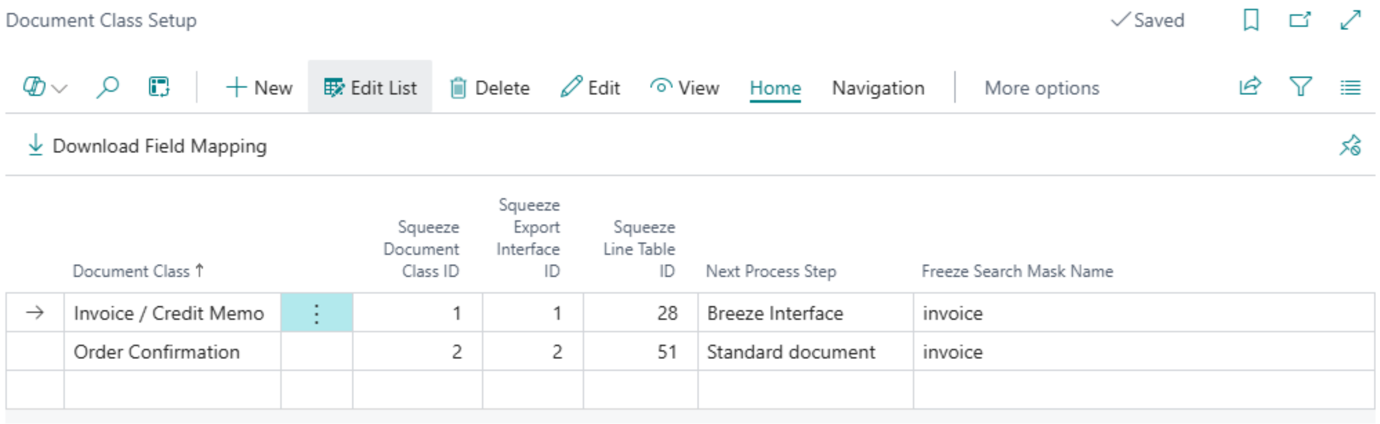
Vendor Related Setup

Via this menu item you reach the vendor-related setup. In this, deviating rules can be deposited per creditor.

List

Document classes

This overview lists all the document classes that have been set up.

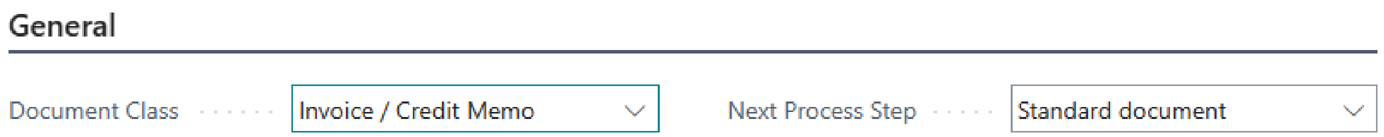


Card

Document class

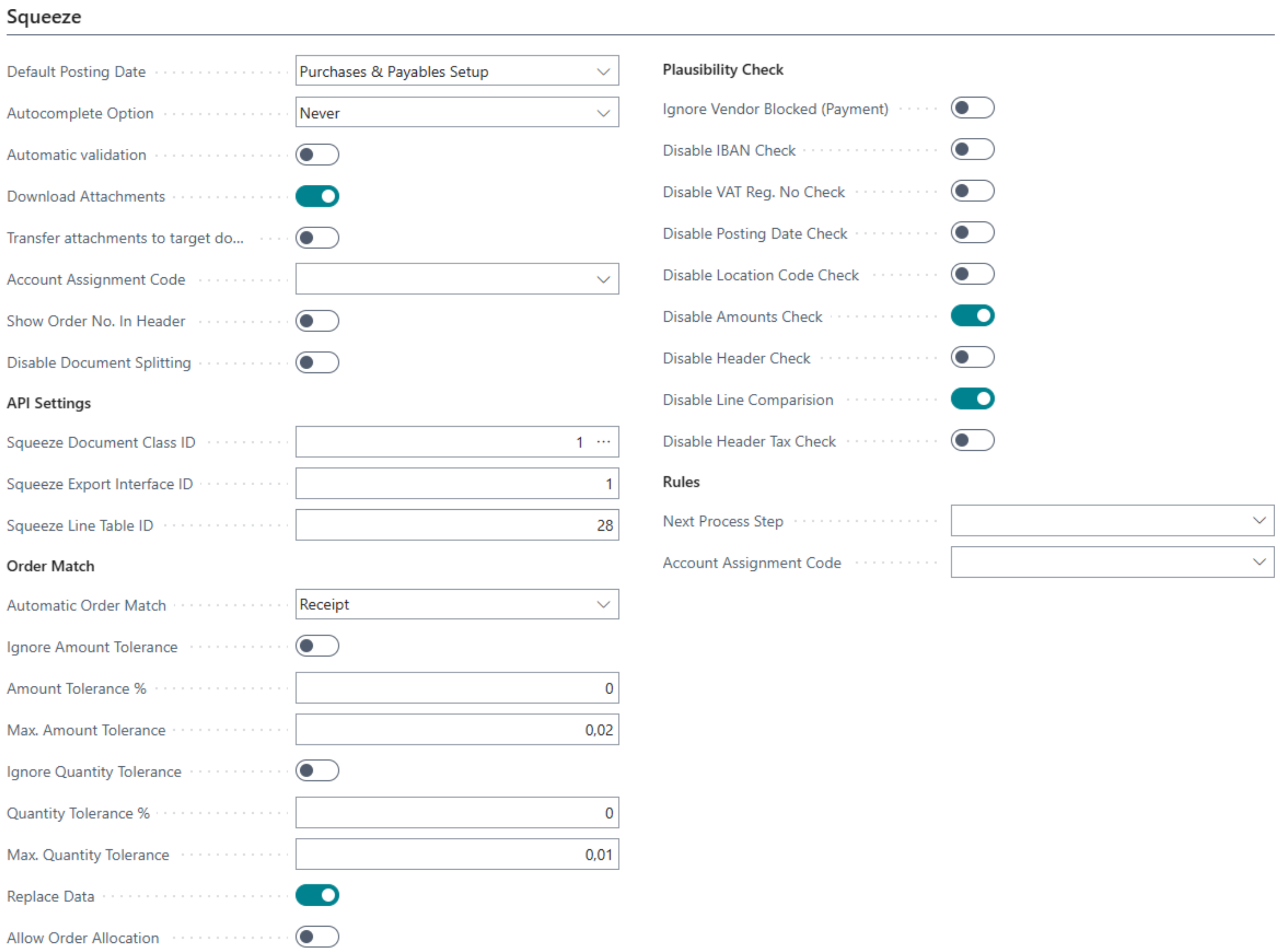
Here, each document class is set up individually.

General



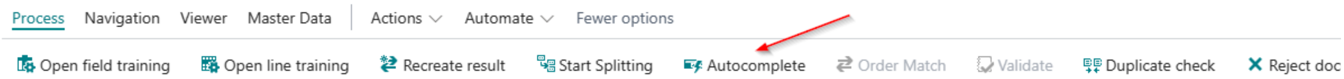
In this fastab the name of the document class, the next process step, as well as the automatic enrichment of the positions is set up.

Squeeze



Autocomplete:

In the case of documents without a purchase order reference, the system can remember and recall the items read in and the account assignment applied to them for each vendor. There are three options that can be selected for this.

1. **Never:** Disables the function and hides the button in the validation page
2. **Manual:** Applying the autocomplete data is done manually by clicking the button "Autocomplete". Die Speicherung der Metadaten für die Autovervollständigung wird automatisch beim Abschluss des Validierungsprozesses ausgeführt


3. **Automatic:** Creating and applying the data for auto-completion is done automatically
   1. When creating the SQUEEZE document, the entries are applied
   2. When the validation is completed, the entries are created/updated

Automatic validation:

Enable this option to have Squeeze for BC automatically validate incoming receipts. Please note that this function works only in case of perfectly plausible data.

Download attachments:

Enable this switch to automatically download SQUEEZE attachments when creating a new document.

Transfer attachments to target document:

Here you can set whether the SQUEEZE attachments are to be transferred to the target document.

Account assignment code:

Specifies the account assignment setup to be used when performing the account assignment in the validation process.

API Settings

At this point, the ID of the connected squeeze client corresponding to the document class is stored, as well as the ID of the pull export interface and the correct line table ID. The default values do not necessarily match the setup in the squeeze client and should be cross-checked.

Order Match

The purchase order reconciliation is used for the automated check of the read out positions with those of the still open purchase orders in Microsoft Dynamics 365 Business Central. In this Fasttab, the permissible amount & quantity tolerances for the matching are set up. Additionally, it can be defined whether the matching should take place on purchase orders or deliveries. If "Replace data" is active, the amounts and descriptions of the items will be replaced with those of the order/delivery after matching.

Plausibility Check

Here you can deactivate individual plausibility checks.

Rules

Here, you can use the Rules Engine to set up rule-based configurations. For example, you can define rules for determining the next process step, which decide how a document is forwarded.

Show Order No. in Header

The **Show Order No. In Header** toggle controls whether the recognized order number is displayed as a field in the header area of the SQUEEZE document.

Disable Document Splitting

The **Disable Document Splitting** toggle disables the "Document Split" function for this document class. When enabled, document splitting is not available on the validation page.

Allow Order Allocation

The **Allow Order Allocation** toggle determines whether SQUEEZE line items can be manually allocated to purchase order lines.

Ignore Vendor Blocked (Payment)

The **Ignore Vendor Blocked (Payment)** toggle controls whether vendors with the blocked status "Payment" should not be flagged as an error during plausibility checks.

Rules

In this section, rule-based configurations can be made. The Rules Engine enables automated decisions based on conditions:

- **Rule Group for Next Process Step**: Defines the rule group that determines the next process step. For example, you can specify that documents from certain vendors or above a certain amount are routed to custom processing.
- **Rule Group for Account Assignment Code**: Defines the rule group that determines the account assignment code to be used.

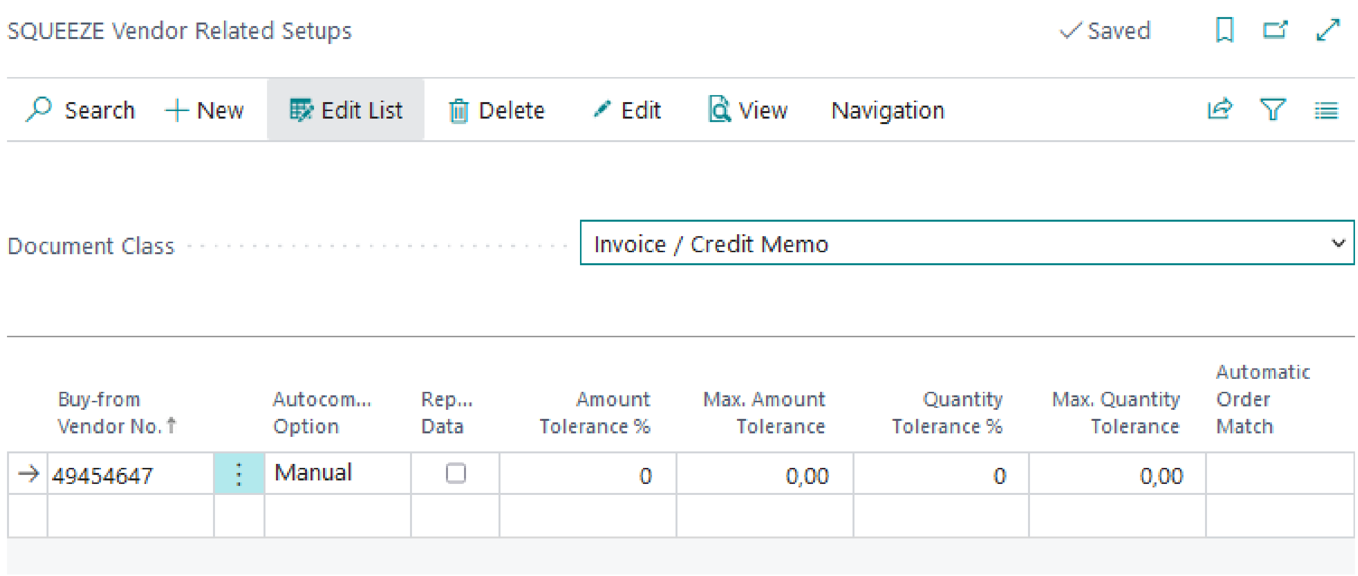
For more information on rule-based configuration, see the chapter "Extension Development" under "Rule-based next process step".

Vendor Related Setup

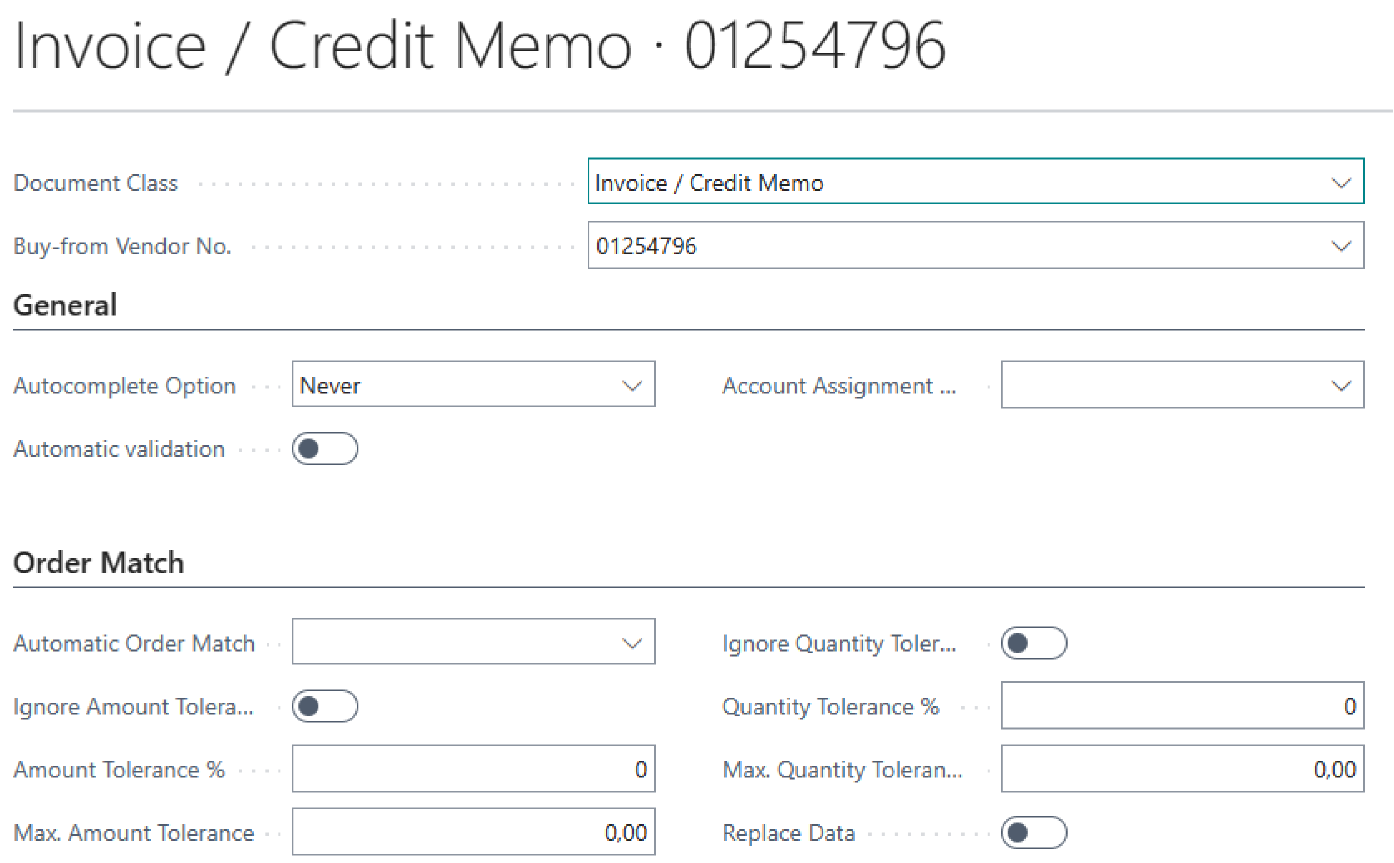
In this setup, vendor-specific settings are made per SQUEEZE document class. This is done for vendors that deviate from the set client standard.

In addition to the auto-completion of positions, deviating amount and quantity tolerances can also be set up here.

List



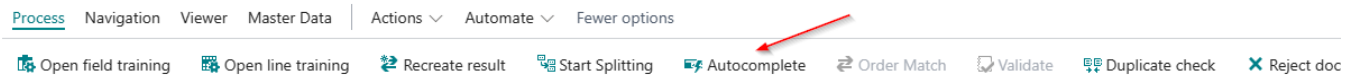
Card



Autocomplete:

In the case of documents without a purchase order reference, the system can remember and recall the items read in and the account assignment applied to them for each vendor. There are three options that can be selected for this.

1. **Never:** Disables the function and hides the button in the validation page
2. **Manual:** Applying the autocomplete data is done manually by clicking the button "Autocomplete". Die Speicherung der Metadaten für die Autovervollständigung wird automatisch beim Abschluss des Validierungsprozesses ausgeführt



3. **Automatic:** Creating and applying the data for auto-completion is done automatically
   1. When creating the SQUEEZE document, the entries are applied
   2. When the validation is completed, the entries are created/updated

Automatic validation:

Enable this option to have Squeeze for BC automatically validate incoming receipts. Please note that this function works only in case of perfectly plausible data.

Account assignment code:

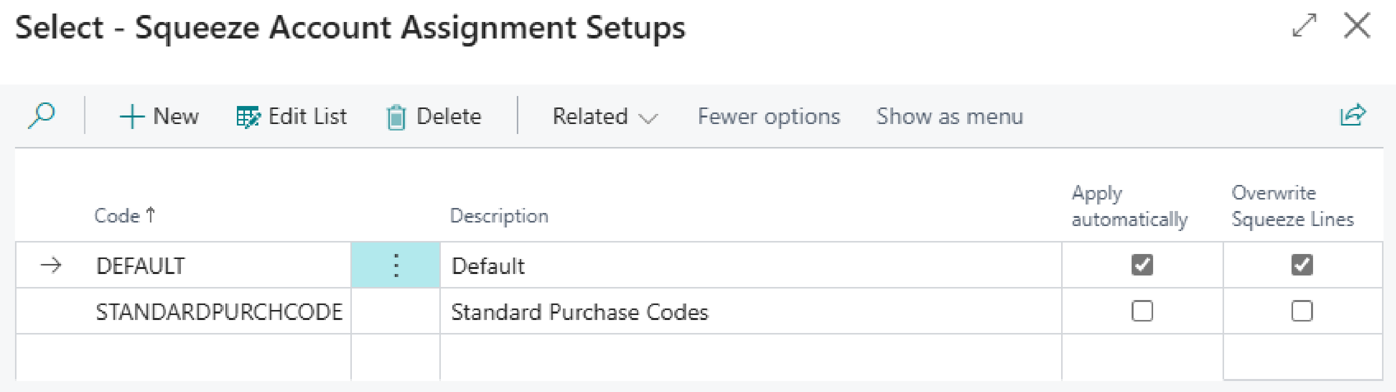
Specifies the account assignment setup to be used when performing the account assignment in the validation process.

Order Match

The order reconciliation is used for the automated check of the read out positions with those of the still open orders in Microsoft Dynamics 365 Business Central. In this FastTab, the permissible amount & quantity tolerances for the matching are set up. Additionally, it can be defined whether the matching should take place against purchase orders or deliveries. If "Replace data" is active, the amounts and descriptions of the items will be replaced with those of the purchase order/delivery after matching.

Account Assignment Setup

Here you will find the account assignment setup. If you have standard account assignments for certain VAT. You can store them here.



As soon as an account assignment setup with setup lines has been created and stored in a document class or an vendor related setup, it will be used automatically.

When importing a document from Squeeze, the recognized VAT. records are checked against the setup lines of the stored account assignment setup. If matching entries are found, a check is made to determine whether lines with the stored account assignments may be created. In the standard case, this is only done if Squeeze does not supply any items.

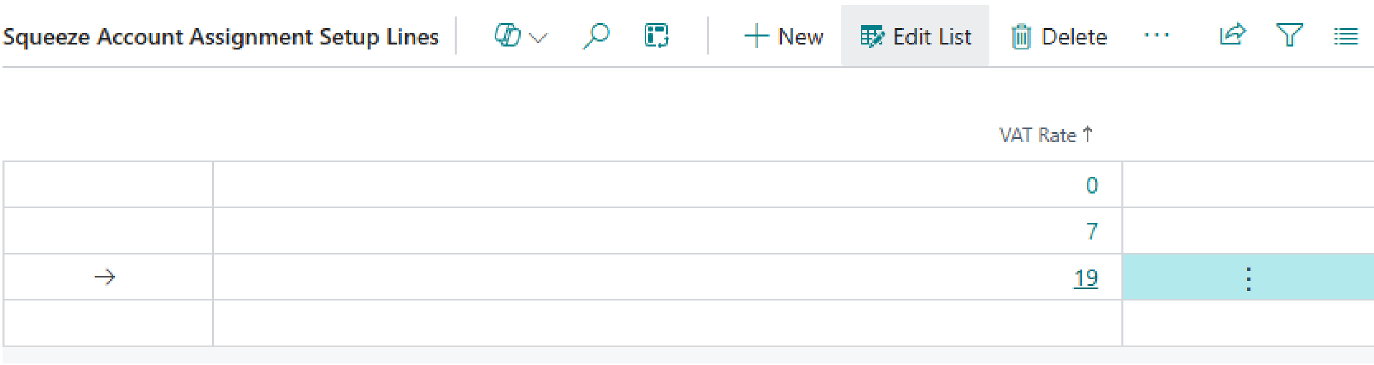
In addition, it is possible to set up whether an account assignment setup may be used automatically for validation.

> This should not be set as default in the document class setup, as this would then apply to all vendors and documents. This option makes more sense for individual vendors (vendor related setup).

For automatically use, you can additionally activate that all squeeze lines of a document are overwritten with the configured account assignment setup lines. ("Overwrite squeeze lines" checkbox).

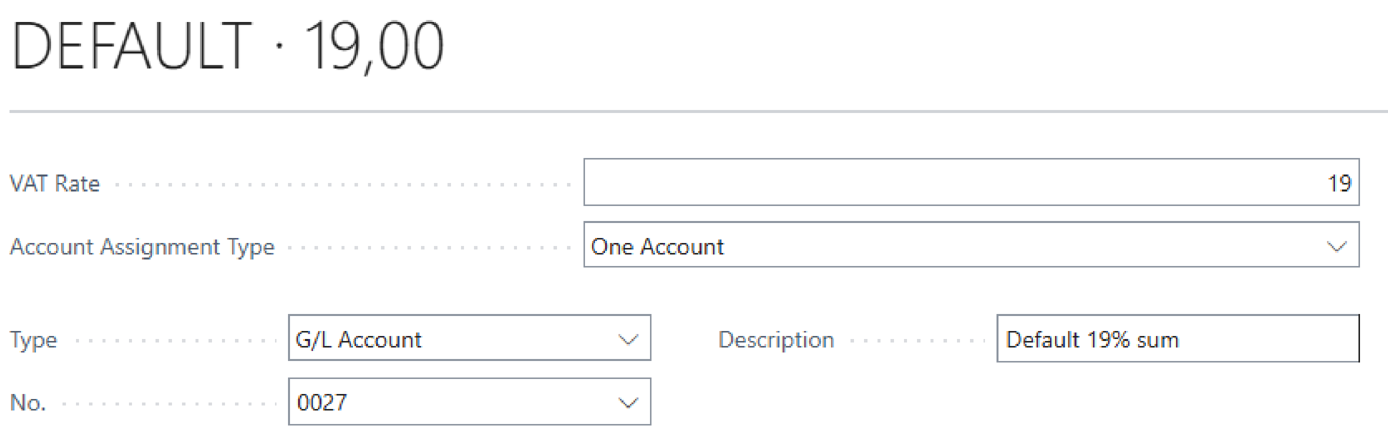
Account assignment setup

Setup lines are managed separately for each account assignment code.

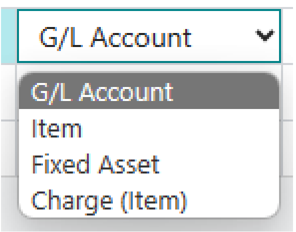


This is where the individual VAT. records for which standard account assignments are to be set.

Account Assignment Type "One Account"

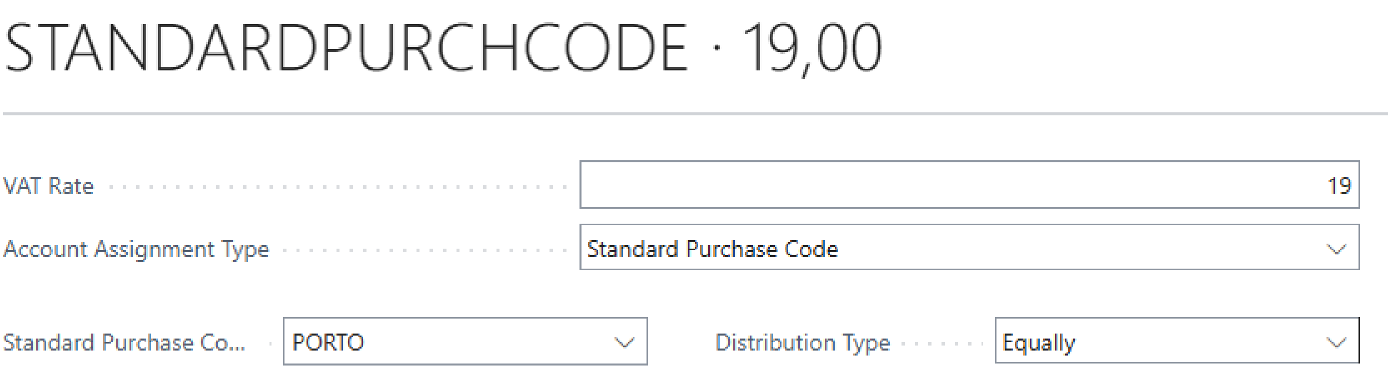


The selection of the account type corresponds to the BC standard:

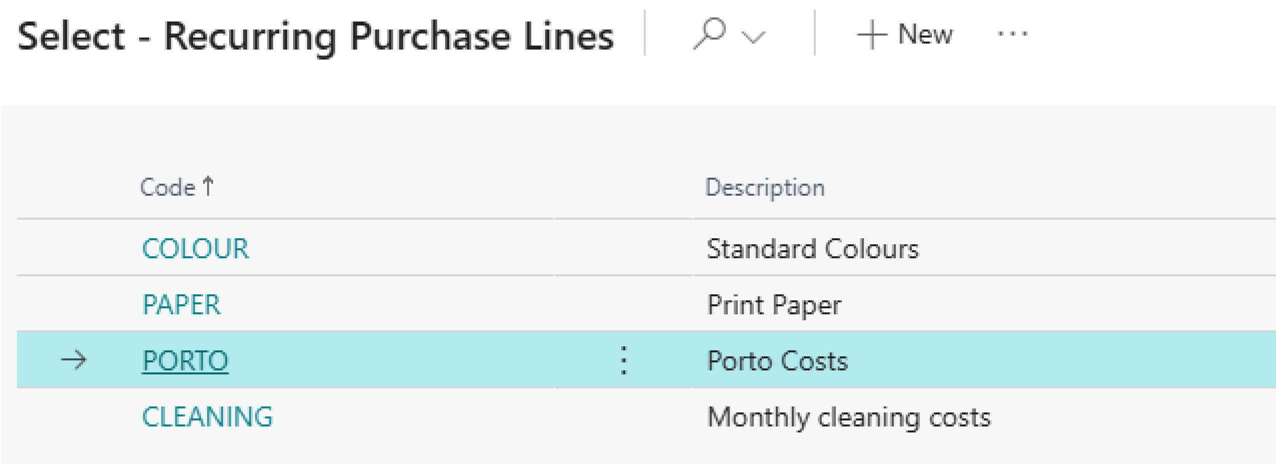


The description can be customized as desired after selecting the number.

Account Assignment Type "Standard Purchase Code"



Here you can choose the standard purchase code from the recurring purchase lines.



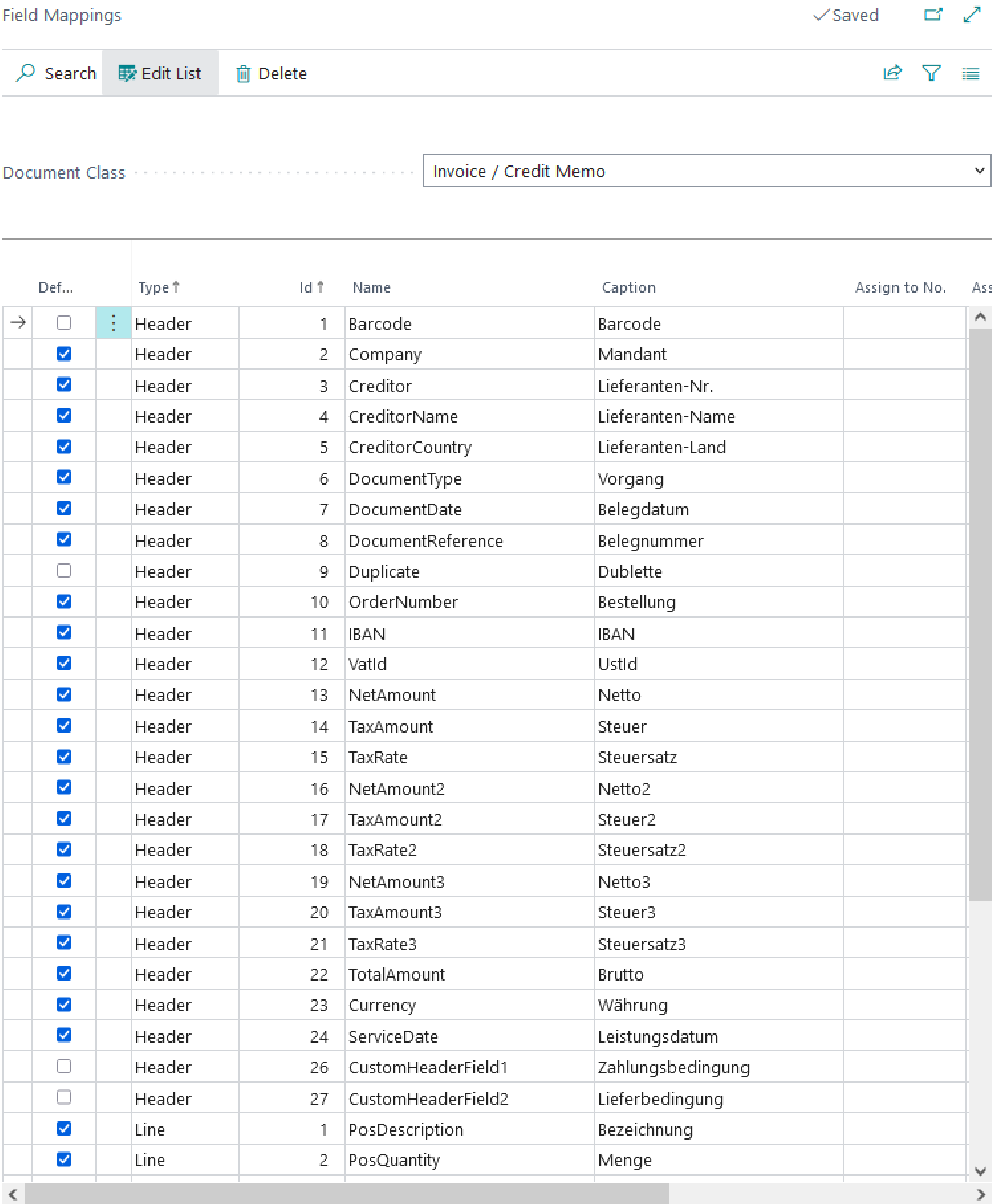
Select - Recurring Purchase Lines

New

Code	Description
COLOUR	Standard Colours
PAPER	Print Paper
PORTO	Porto Costs
CLEANING	Monthly cleaning costs

Field Mapping

In Metadata Mapping, the field mapping of each document class is downloaded, creating a set of standard fields and their usage in Microsoft Dynamics 365 Business Central.



Field Mappings

✓Saved

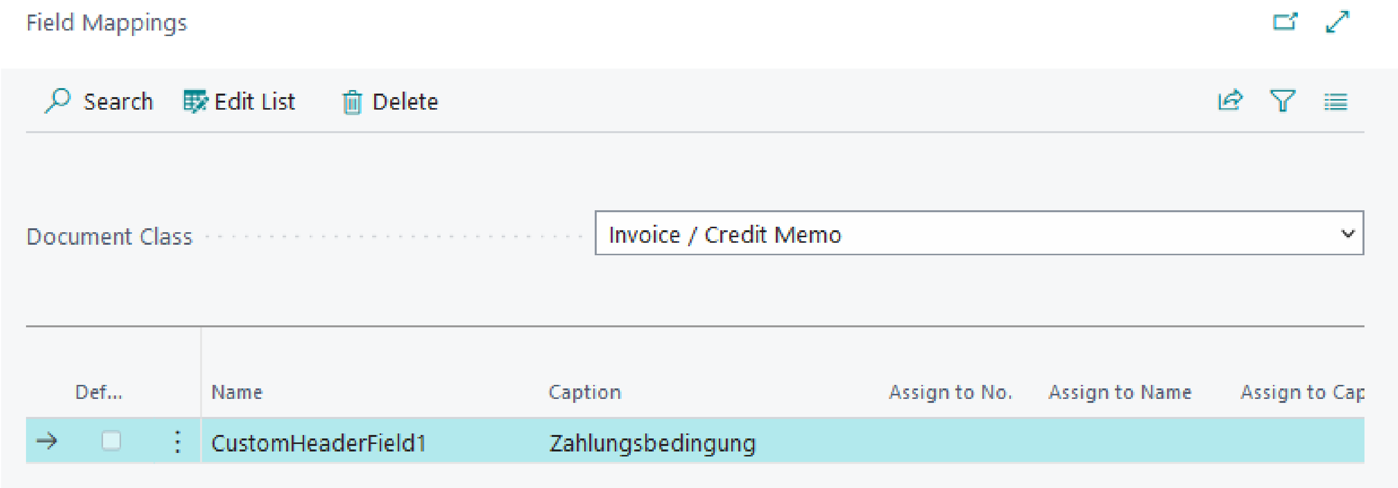
Search | Edit List | Delete

Document Class: Invoice / Credit Memo

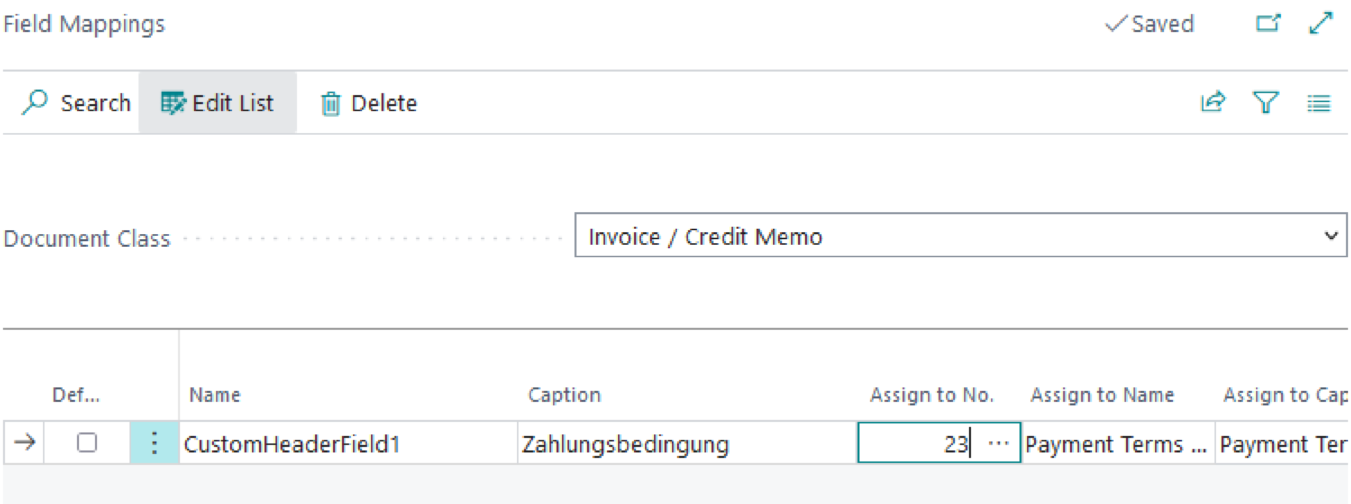
Def...	Type ↑	Id ↑	Name	Caption	Assign to No.	Ass
☐	Header	1	Barcode	Barcode		
☑	Header	2	Company	Mandant		
☑	Header	3	Creditor	Lieferanten-Nr.		
☑	Header	4	CreditorName	Lieferanten-Name		
☑	Header	5	CreditorCountry	Lieferanten-Land		
☑	Header	6	DocumentType	Vorgang		
☑	Header	7	DocumentDate	Belegdatum		
☑	Header	8	DocumentReference	Belegnummer		
☐	Header	9	Duplicate	Dublette		
☑	Header	10	OrderNumber	Bestellung		
☑	Header	11	IBAN	IBAN		
☑	Header	12	VatId	UstId		
☑	Header	13	NetAmount	Netto		
☑	Header	14	TaxAmount	Steuer		
☑	Header	15	TaxRate	Steuersatz		
☑	Header	16	NetAmount2	Netto2		
☑	Header	17	TaxAmount2	Steuer2		
☑	Header	18	TaxRate2	Steuersatz2		
☑	Header	19	NetAmount3	Netto3		
☑	Header	20	TaxAmount3	Steuer3		
☑	Header	21	TaxRate3	Steuersatz3		
☑	Header	22	TotalAmount	Brutto		
☑	Header	23	Currency	Währung		
☑	Header	24	ServiceDate	Leistungsdatum		
☐	Header	26	CustomHeaderField1	Zahlungsbedingung		
☐	Header	27	CustomHeaderField2	Lieferbedingung		
☑	Line	1	PosDescription	Bezeichnung		
☑	Line	2	PosQuantity	Menge		

Metadata assignment

Additional SQUEEZE fields which deviate from the standard add.



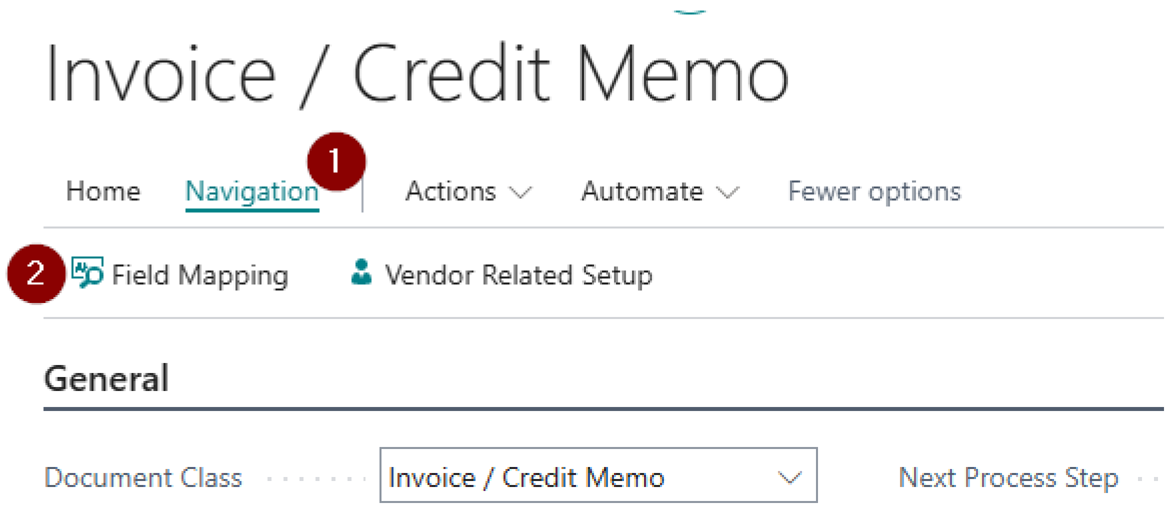
After assignment:



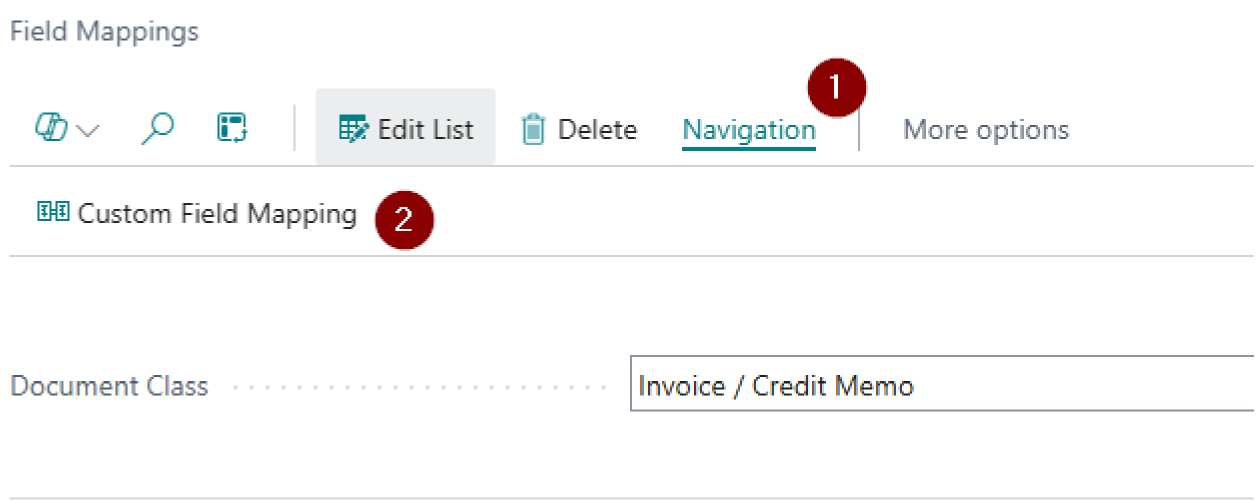
Custom Field Mapping

You may always want to write certain information in certain fields in your process that deviates from the standard field assignment. In the following example, the service date recognized by Squeeze is always written in the “Booking date” field - in addition to the standard behaviour. The service date therefore remains filled.

Open the field assignment in the document class setup:



Then open the “User-defined field assignment”:



Then make the desired assignment:

Custom Field Mapping ✓ Saved

New | Edit List | Delete | Replace mapping in company | More options

Document Class: Invoice / Credit Memo

Type ↑ (1)	Id ↑ (2)	Name	Caption	App Field Id ↑ (3)	App Field Name	App Field Caption	Assign to Field No. (4)	Assign to Field Caption
Header	7	DocumentDate	Belegdatum	23	Document Date	Document Date	20	Posting Date

User specific setup

In this setup, user-specific settings are configured. Users can customize the app to suit their workflow and peripheral devices.

The overview displays all users and their respective settings. When opened, it automatically shows the current user.

Viewer

- **Use external viewer only**: When enabled, the viewer is displayed exclusively in detached (external) mode. This is particularly recommended when working with two monitors. The detached viewer updates automatically when switching between documents.
- **Viewer Resolution**: Allows adjusting the viewer resolution. The options **High** and **Low** are available.

Validation

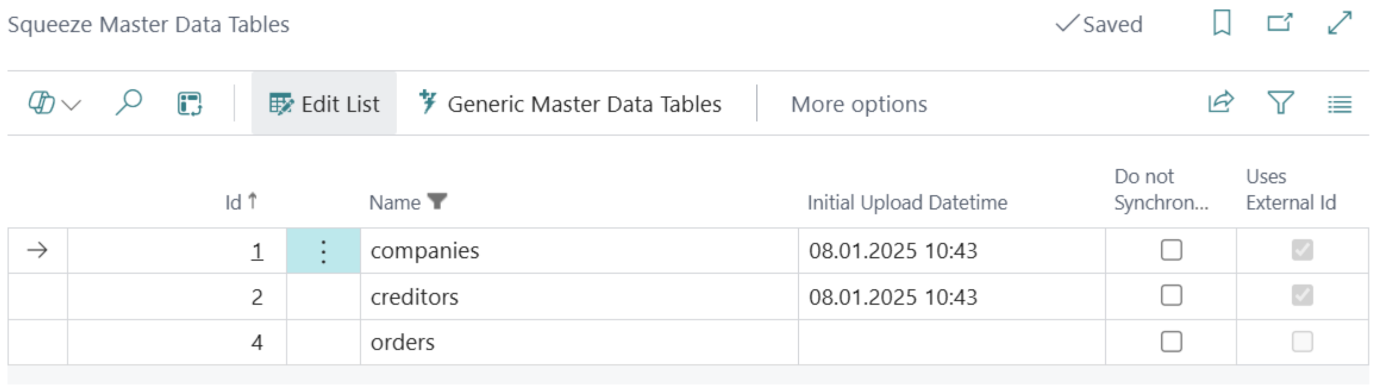
- **Back to List After Validation**: When enabled, the app automatically navigates back to the document overview after completing the validation. This speeds up processing when validating multiple documents sequentially.
- **Deactivate Validation Dialog**: When enabled, the confirmation dialog after completing the validation is suppressed.

Squeeze Master Data Tables

Standard Tables

Unless deactivated, this master data is automatically synchronized with the Squeeze client. It is still necessary to upload the master data initially.

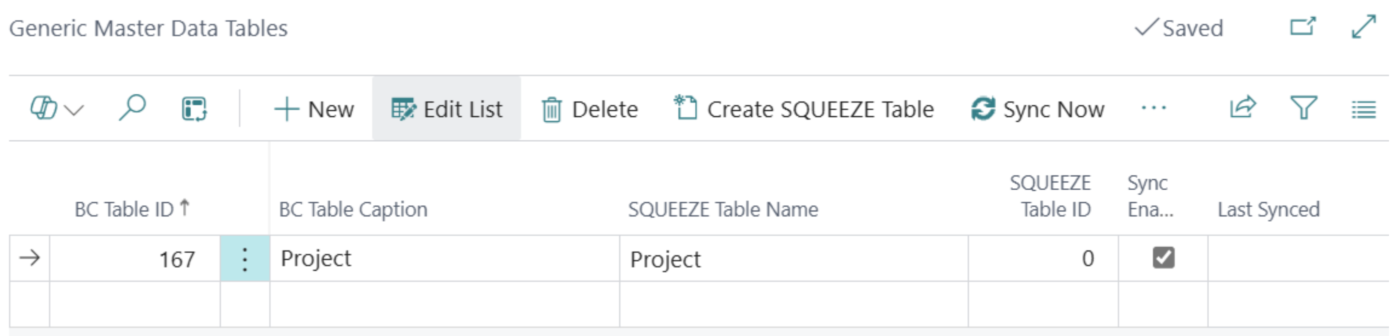
The “Uses external ID” field is supported from Squeeze version 2.13 and allows you to manage Squeeze master data from third-party software. In this case BC.



Id	Name	Initial Upload Datetime	Do not Synchron...	Uses External Id
1	companies	08.01.2025 10:43	☐	☑
2	creditors	08.01.2025 10:43	☐	☑
4	orders		☐	☐

Generic Master Data Tables

To transfer additional master data to Squeeze, maintain it in the generic master data table setup.



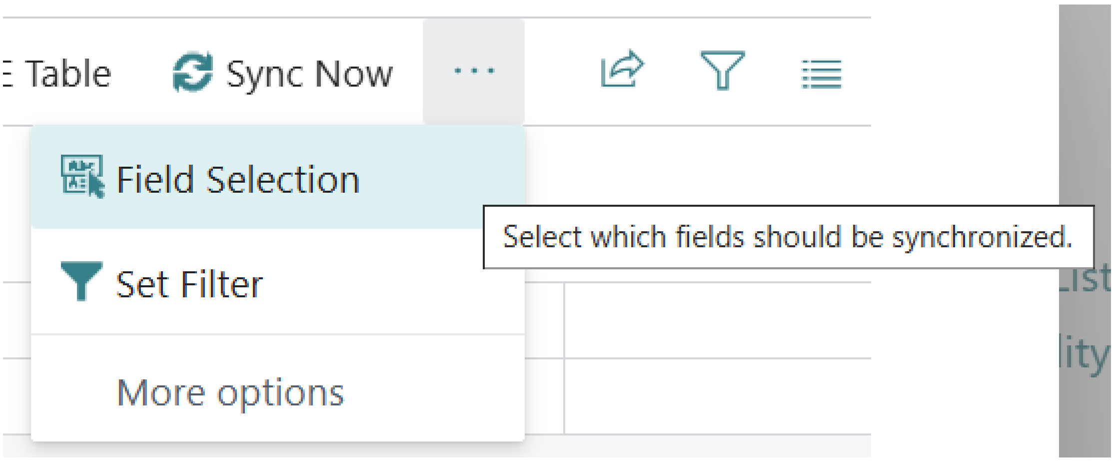
BC Table ID	BC Table Caption	SQUEEZE Table Name	SQUEEZE Table ID	Sync Ena...	Last Synced
167	Project	Project	0	☑	

Attachment of the table to be transferred

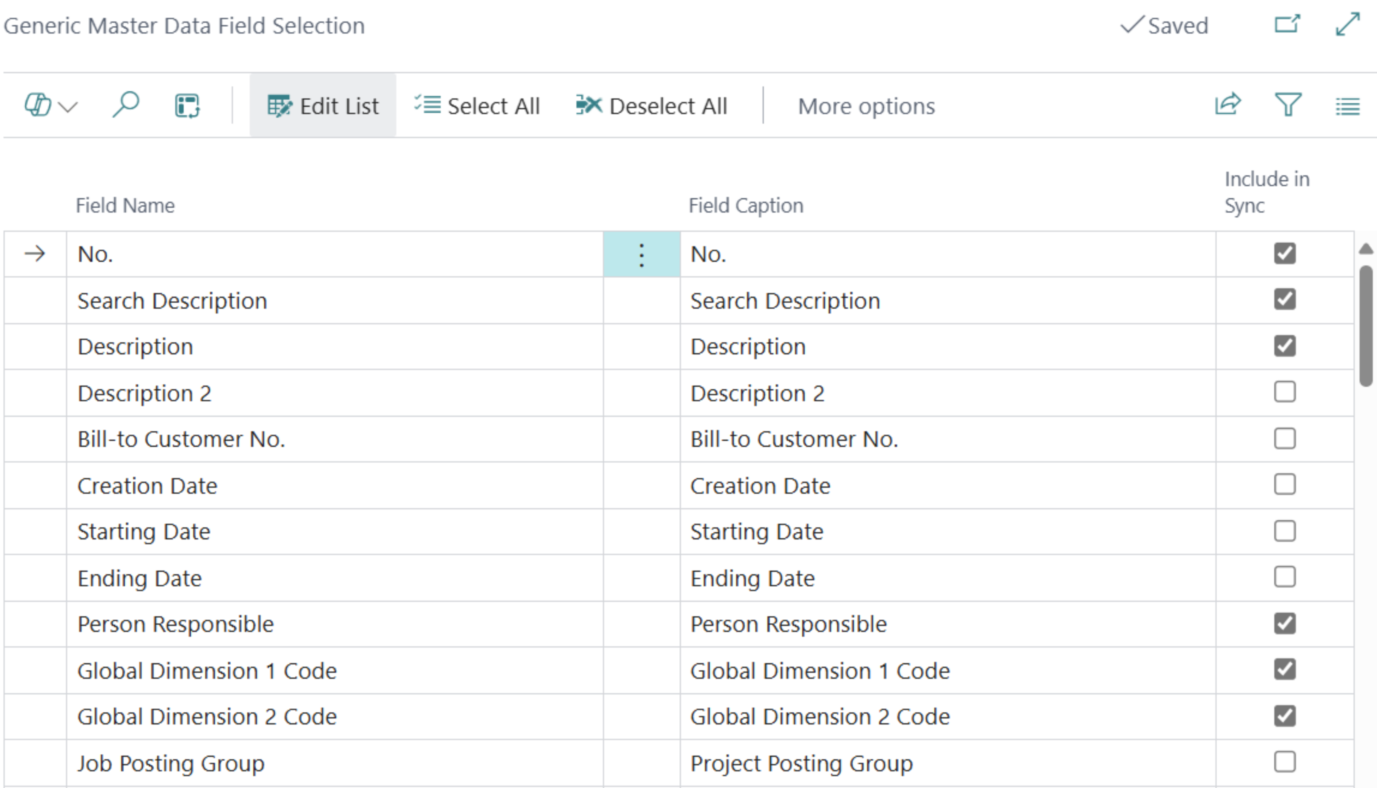
The table to be transferred is entered in the “BC table no.” field or selected via the drilldown. The name can then be adjusted in the “Squeeze table name” field. The “Synchronization activated” field is used to specify whether this table is currently to be synchronized or not.

Selection of the fields to be transferred

You can access the setup via the “Field Selection” menu item.

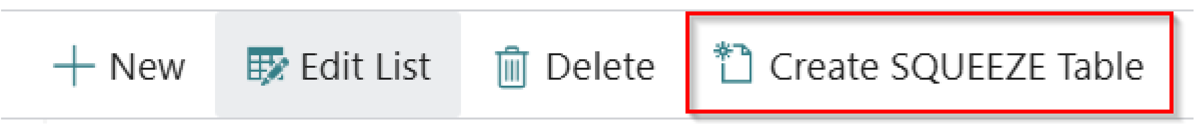


The fields to be synchronized are selected here.



Creation of the Squeeze master data table from BC

Once a BC table has been entered and its fields selected for synchronization, a new squeeze table can now be created from BC. The “Create squeeze table” button is available for this purpose.

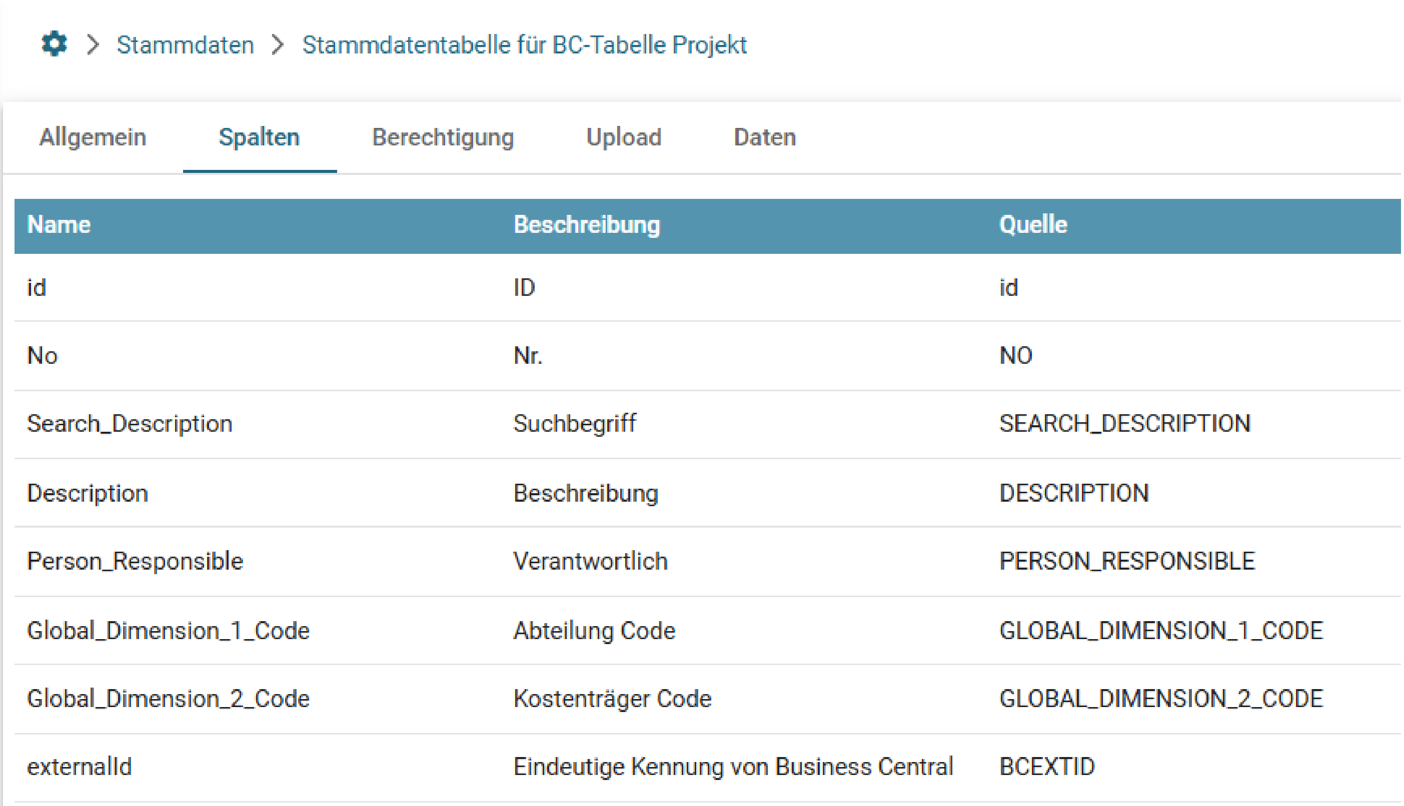


After creation, the “Squeeze table ID” field is set in the overview.

The new table is now available on the squeeze page.

ID	Name	Beschreibung
22	BC_Projekte	Stammdatentabelle für BC-Tabelle Projekt

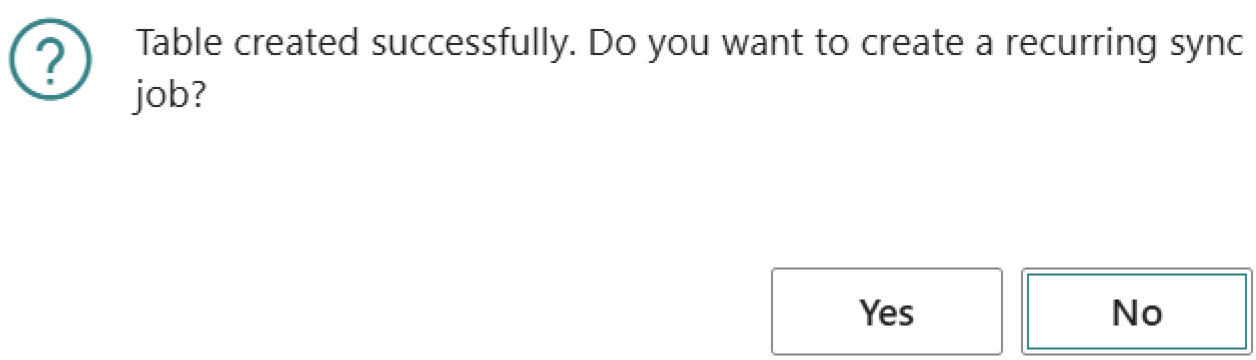
The selected fields have now been automatically created here as columns.



Name	Beschreibung	Quelle
id	ID	id
No	Nr.	NO
Search_Description	Suchbegriff	SEARCH_DESCRIPTION
Description	Beschreibung	DESCRIPTION
Person_Responsible	Verantwortlich	PERSON_RESPONSIBLE
Global_Dimension_1_Code	Abteilung Code	GLOBAL_DIMENSION_1_CODE
Global_Dimension_2_Code	Kostenträger Code	GLOBAL_DIMENSION_2_CODE
externalId	Eindeutige Kennung von Business Central	BCEXTID

Synchronization of the data

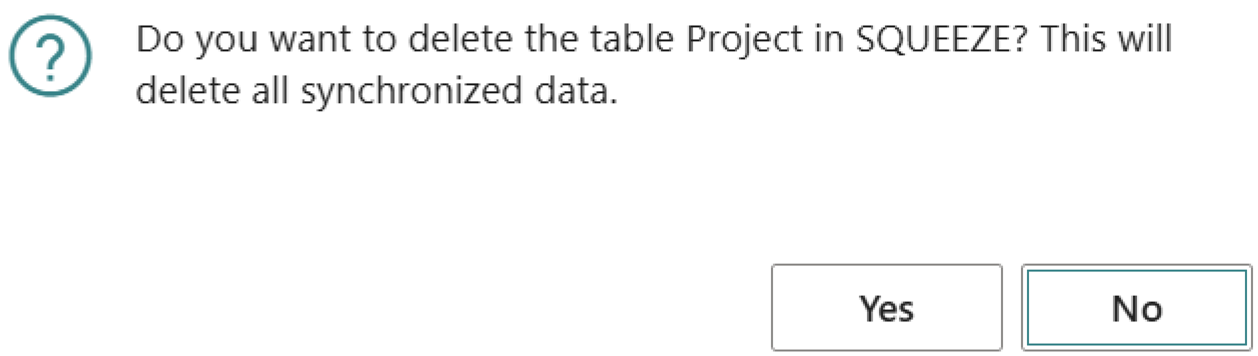
After creating the squeeze table, the user is asked whether a synchronization task should be created.



If this is active, the master data is automatically transferred at the set frequency. Alternatively, the master data can also be transferred manually once using the “Synchronize now” button.

Deleting the master data table

When deleting a list entry, you are asked whether the Squeeze master data table should also be deleted.



If this is confirmed, the squeeze table created from BC will be irretrievably removed.

Filter Rules

Via the **Manage Filter Rules** menu item, you can define filters that determine which records from the BC table should be synchronized to SQUEEZE. For example, you can transfer only records of a specific type or with a specific status.

Refresh Columns

If the field selection of a generic master data table has changed, the **Refresh Columns** action can be used to update the columns in the SQUEEZE table without having to recreate the entire table.

Synchronization Status

For each generic master data table, the time of the last synchronization (**Last Synced**) and any error text (**Last Sync Error**) are displayed. This helps with troubleshooting synchronization issues.

Note on "Uses External Id"

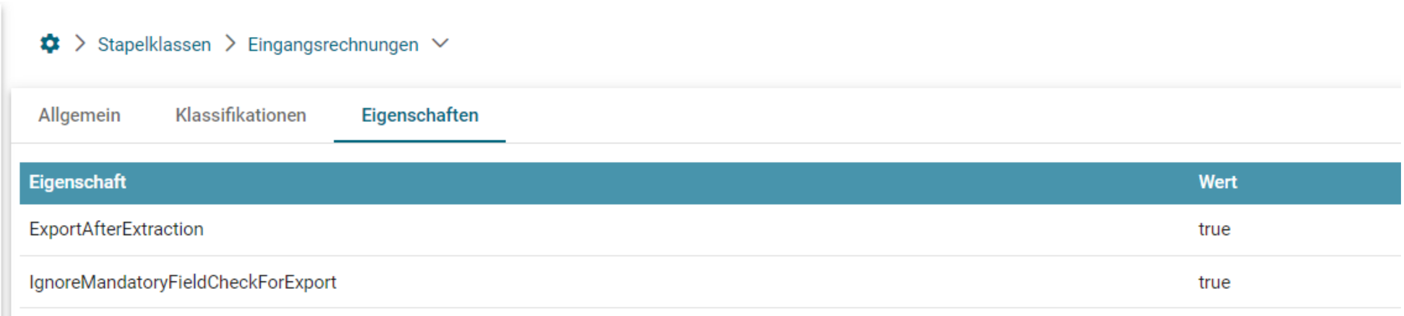
The **Uses External Id** field is supported from SQUEEZE version 2.13 onwards. When enabled, master data in SQUEEZE is managed via an external ID (from Business Central). This enables bidirectional referencing and prevents duplicate creation of master data.

SQUEEZE

The SQUEEZE page must also be prepared for fetching documents from Microsoft Dynamics Business Central.

Each document class that is to be retrieved from Microsoft Dynamics Business Central requires its own export interface of the type "Pull". In addition, the document class ID, the export interface ID and the master data table ID must be stored in Microsoft Dynamics Business Central in the setup for the SQUEEZE document classes.

If the latest SQUEEZE for BC version is not used, the following batch class properties must be set in the SQUEEZE client:



Role Center Activities

SQUEEZE for BC extends the Purchasing Agent Role Center with several activity tiles that provide an overview of the current processing status of SQUEEZE documents.

SQUEEZE Activities

These tiles display the number of SQUEEZE documents that require processing (open documents, documents created today, etc.).

On Hold Documents

These tiles display the number of documents on hold, broken down by hold reason:

- **Total On Hold Documents**: The total number of all documents on hold.
- **Vendor Not Found**: Documents where the vendor was not found in the system.
- **Service Clarification Needed**: Documents where service or delivery details need to be clarified.
- **Awaiting Goods Receipt**: Documents waiting for goods to be received.

Each tile is linked via drilldown to the filtered Squeeze Document Overview.

Order Match Activities

These tiles display the number of documents with deviations from order matching:

- **Total Differences Identified**: The total number of all documents with identified deviations.
- **Quantity Differences**: Documents with quantity deviations.
- **Price Differences**: Documents with price deviations.
- **Receipt Date Differences**: Documents with receipt date deviations.
- **Discount Differences**: Documents with discount deviations.

Navigation

In the Role Center, two navigation items are available under the **Squeeze** group:

- **Current Company**: Opens the SQUEEZE Document Overview for the current company.
- **Cross-Company**: Opens the cross-company document overview.

The SQUEEZE Setup can be accessed directly from the **Setup** area of the Role Center.